

# STAMSKI AND MCNARY, INC.

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Acton, Massachusetts 01720  
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CLIENT  
COPY

WILLIAM F. MCNARY, P.L.S.  
JOSEPH MARCH, P.E., P.L.S.

October 15, 2004

Paul Gaboury  
12 Assabet Crossing  
Acton, MA 01720

Re: Assabet Crossing Common Driveway  
Acton, MA

Dear Paul,

In response to your request, we are pleased to furnish the following proposal for engineering and survey services on the referenced property. The proposal is for the preparation of sewer plans to service six houses on Lots 4, 5, 9, 10 11 and 12. Specifically we propose the following:

## **1.0 Scope of Services**

- 1.1 Research utilities;  
(We will research our files for the location of all sewage disposal systems on the property. We will research Acton Health Department files for the Acton Sewer Plans. We will research the Acton Water District files to determine the location of water mains and services. We will obtain record plans from all other utilities such as electric, telephone, gas and cable.)
- 1.2 Wetland Delineation;  
(Our consultant, B&C Associates, will field delineate the edge of wetland in accordance with the Wetland Protection Act and Acton Wetland Bylaw for all areas within one hundred feet of the likely path of the proposed sewer main and services.)
- 1.3 Topographic survey;  
(We will conduct a topographic survey of the likely path of the proposed sewer main and services, perform calculations and prepare a topographic worksheet which will show the accurate location of all buildings, the common driveway, individual driveways and subsurface utilities. The plan will show contours at one foot interval and be used as the base plan for the engineering design plans.)

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**3.0 Fees for Services (cont.)**

- 3.2 A retainer in the amount of \$1,000.00 is required. Statements will be rendered monthly and the retainer will be applied to the final monthly statement.
- 3.3 A separate proposal shall be furnished prior to conducting any Additional Services.

**4.0 Schedule of Services**

- 4.1 We are prepared to commence work immediately and should be able to complete Article 1.1-1.5 within six weeks of authorization to proceed.

For our records, please execute and return one (1) copy of this Proposal Letter, one (1) copy of the enclosed Professional Services Agreement and the retainer. Thank you for considering our firm and for permitting us the opportunity to provide our services.

Very truly yours,

Stamski and McNary, Inc.



Joseph March, P.E., P.L.S.  
Vice President

encl.

**AGREED AND ACCEPTED**

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date